

# Minutes: Spectrum Charter School Board Meeting - Aug 15, 2023

## Call to order: 7:05

### Roll call:

Board Members: Arleen Wheat, Ellen Szczerba, Michele Gutman, Barb Bain via Google Meet

Tammy Goda, Dorice Tharp in person

School Administration: Dr. Erickson, and Lori Yurkovich in person

Members of the Public: Dr. Duval, Christina Venturini via Google Meet

Approval to accept the [June 20, 2023](#) Board of Trustee Meeting Minutes as presented.  
Ellen Szczerba moved / Barb Bain second - all approve

Board met in Executive Session on August 15 to discuss personnel matters.

**Public Comments on Agenda Items:** None

### CEO/Principal Report:

**Enrollment** - 53 students with room for one more

**Extended School Year** - Lori Yurkovich provides a presentation of this year's successful ESY program - 14 students participated in person and 1 virtually  
Actuals came in under budget; overall improvement shown by students in all areas  
Mrs. Yurkovich would like to make parents more aware earlier of ESY; start planning sooner and open ESY up to those outside of Spectrum,  
Dr. Erickson to look into ability for us to open next year's program to students outside of Spectrum

**Professional Development** - in full swing and multiple classes taken by teachers;  
Dr. Erickson to bring in someone to provide Trauma Informed Training to the Board

**[Annual Report](#)** - Submitted - no questions

**Curriculum Update** - Lisa Garbin (teacher) is mapping the courses to the curriculum starting with Math and English

**[Flexible Instruction Days \(FID\)](#)** - submitted and approved - provide for instruction on line in the event we cannot come into the building - included in Professional Development training

### Personnel Committee Agenda Items:

Recommendation for the hiring of [Denise Barrett](#), Paraprofessional for the 2023-2024 academic year

a. Board Action: Barb Bain moves / Ellen Szczerba seconds - all approve

Recommendation for the hiring of [Christopher Richardson](#), Paraprofessional for the 2023-2024 academic year

Board Action: Barb Bain moves / Dorice Tharp seconds - all approve

Recommendation for the hiring of a [Behavior Specialist](#), Paraprofessional for the 2023-2024 academic year

Board Action: Dorice Tharp moves to create the position of Behavioral specialist / Ellen Szczerba second - all approve

Recommendation for the approval of the [Proposed Agreement](#) and [Statement of Work](#) with DL Tech Solutions, LLC to provide technology services

Board Action: Barb Bain moves / Tammy Goda seconds and all approve contingent that corrections to termination provisions be made so that they are all consistently 30 days

Recommendation for the approval of the [proposed agreement](#) with Key Solution Staffing for School Psychology services

Board Action: Barb Bain moves / Arlene Wheat seconds - all approve

Recommendation to update the current paraprofessional opening from 2 day a week position to 5 days a week resulting in an increase of \$7k/year (that has been confirmed to be in the budget)

Board Action: Barb Bain moves / Tammy Goda seconds - all approve

Board Meeting Dates - 2023-2024

August 15  
September 19  
October 17  
November 21  
December 19  
January 16  
February 20  
March 19  
April 16  
May 21  
June 18

### **Academic Committee Agenda Items:**

Status update of a [Dual Enrollment agreement](#) with the Community College of Allegheny County - the agreement was submitted and one student has already expressed interest

Recommendation to accept the AIU [2023-2024 Comprehensive Services Agreement](#) and [pricing guide](#) - it is noted that we use Vision Services the most out of the list of services

Board Action: Dorice Tharp moves / Tammy Goda seconds - all approve

[2023-2024 Forbes Road Tuition Agreement](#) - D r. Erickson highly recommends continuing with this program - we are anticipating 8 part-time and 1 full time students for this year

Board Action: Barb Bain moves / Ellen Szczerba seconds - all approve  
Ellen Szczerba mentions that the parents do receive report cards on the students and Spectrum staff are informed of the student's progress at Forbes

Dr. Erickson proposes to have the students man a station to provide information at the next open house

**Finance Committee Agenda Items:**

Monthly Financial Reports:

Monthly Financial Reports:

[Monthly Activity](#)

Tuition aging report (Discussion)

[Expense Report](#)

[Budget Vs. Actual](#)

[Cash Flow](#) - check with t

B. Monthly purchase review:

[Amazon orders](#)

[Visa Bills](#)

C. Approval to pay bills due through September

Board Action: Dorice Tharp moves / Tammy Goda second - all approve

D. [Audit renewal](#)

Recommendation to engage Hosack, Specht, Muetzel & Wood to audit financial statements for school year ending Jun 30 2023 along with other pertinent accounting services.

a. Board Action: Barb Bain moves / Arlene Wheat seconds - all approve

**Fundraising/Grants Committee Agenda Items:**

The [Greensburg Foundation Grant](#) - Submitted (\$20,000): Recommend the board to approve submission of an application for a grant to offset the cost of food services

Board Action: Dorice Tharp moves / Tammy Goda seconds - all approve

Highmark Grant Application

Dr. Erickson informs that this application was denied and he will request rationale for denial

Recommendation to create a Foundation for Spectrum Charter School

It is noted that as long as the foundation is only for fund raising, no separate board is required

Board Action: Dorice Tharp moves / Barb Bain seconds - all approve for the purposes of fund raising only

**Facilities Report**

Update regarding municipal code for the house - Pending installation of sensors and emergency lighting

Collecting estimates to replace incorrect pipes installed on the boiler

**Public Comments on non-Agenda Items:** none

**Announcements:**

First day of school is Aug 21 2023

Looking to schedule an open house around the end of September

**Next Meeting: September 19, 2023; 7:00 pm; Spectrum Charter School & Google Meet**

**Motion to Adjourn:** Dorice Tharp Moves